



**COUNTY OF SAN DIEGO
VOLUNTEER REPORT FORM
PERIOD JULY 1, 2013 - JUNE 30, 2014
Deadline: July 18, 2014**

1. DEPARTMENT INFORMATION:

Department: Health & Human Services Agency
Division/Unit: Public Health Services/ Maternal, Child and Family Health

2. VOLUNTEER PROGRAM BENEFITS:

a. GENERAL VOLUNTEERS (this section should include community volunteer, student intern, groups, corporations, etc).

No. of Vol.	6	Hours	1513	X	\$22.55	=	\$34,118.15
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Types of work performed by GENERAL VOLUNTEERS in this category:

a) **SNAP-ED Program:** Assisted in promoting physical activity, fruit and vegetable consumption and participation in the CalFresh Program: provided support for field advisors to facilitate the completion of assigned tasks and projects. b) **Office of Violence Prevention Program:** Supported OVP activities; assisted various programmatic aspects of the family violence prevention and response initiative through assessments, planning, materials development, data functions, and community collaborations. c) Assisted the leads Epidemiologist in the assessment worksite wellness programs among large employers in San Diego County; conducted a literature review and compiled relevant worksite wellness source materials; assisted with conducting a context scan of large employers, programs and policies that support health and wellness, inclusive of health plan benefits; assisted with developing and administering employer/ employee screening, assessment and/or survey tool(s), entering data collected and maintaining database. Conducted a literature review and compiled other County/ City buy local campaign materials; assisted with developing San Diego Born & Raised 365 campaign guidelines for meal serving institutions in collaboration with the San Diego Farm Bureau and International Rescue Committee; assisted with connecting Live Well San Diego partners to San Diego Born & Raised 365 campaign.

b. INSTITUTIONAL VOLUNTEERS (this section should include honor camp inmates, PIC/RETC, GAIN, etc.)

No. of Vol.		Hours		X	\$22.55	=	\$0.00
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Types of work performed by INSTITUTIONAL VOLUNTEERS in this category:

c. SPECIALIZED VOLUNTEERS (this section should include utilization of Special Volunteers in positions requiring specific skills and/or expertise levels, for example, an attorney, physician, sports figure or celebrity). These specialized positions have verifiable compensation levels (VCL). If you have such a volunteer, please indicate the position, hours and compensation level

<u>Position</u>	<u>Hours</u>	X	<u>VCL</u>	=	<u>Dollar Benefit</u>
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
No. of Vol. Total Hours 0 Total Value =					\$0.00

Types of work performed by SPECIALIZED VOLUNTEERS in this category:

d. TOTALS OF DEPARTMENT VOLUNTEERS (from above):

<u>No. of Volunteers</u>		<u>Hours</u>	<u>Dollar Benefit</u>
2a.	<u>6</u>	<u>1513</u>	<u>\$34,118.15</u>
2b.	<u>0</u>	<u>0</u>	<u>\$0.00</u>
2c.	<u>0</u>	<u>0</u>	<u>\$0.00</u>
Total Vol.	6	Hours 1,513	Total Value = \$34,118.15

3. DONATIONS TO VOLUNTEER PROGRAM:

Please list all donations to the department's Volunteer program including monetary donations and tangible/intangible items. Items such as computers, air time, transportation, books, etc. Please assign a fair market value to each and add to the total value of the donations section.

Item Donated:	_____	Value:	_____
Item Donated:	_____	Value:	_____
Item Donated:	_____	Value:	_____
Item Donated:	_____	Value:	_____
Item Donated:	_____	Value:	_____

TOTAL VALUE =	\$0.00
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4. VOLUNTEER PROGRAM COSTS:

a. Cost of supervision of volunteers (total hours of direct supervision multiplied by the hourly rate of staff person (s) directly supervising program volunteers.)

Hours	180	\$36.76	=	\$6,616.80
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b. Cost of program coordination (total hours of program coordination multiplied the hourly rate of coordinator(s)). This section should include coordination of staff, compiling statistics, job description preparation, volunteer placement, recognition, etc.)

Hours	155	\$39.47	=	\$6,117.85
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c. Other program costs (volunteer training materials/supplies, recognition costs, etc.):

<u>Item</u>	<u>Cost</u>
Desktop Services	\$2,147.25
End User Data	\$2,193.25
Phone/ Jack Multi Line	\$1,239.75
Voicemail	\$92.50
Email Services	\$258.75

TOTAL OF OTHER PROGRAM COSTS	=	\$5,931.50
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d. TOTAL OF VOLUNTEER PROGRAM COST (add 4a, 4b, and 4c)	=	\$18,666.15
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5. NET BENEFIT TO DEPARTMENT FROM VOLUNTEER PROGRAM:

a. Total Dollar Benefits of Volunteers, Item 2d (Page 2)	\$34,118.15
b. Total of Donations to Volunteer Program, Item 3 (Page 2)	\$0.00
c. Subtract Total of Program Costs, Item 4d (Page 3)	\$18,666.15

TOTAL PROGRAM BENEFIT

\$15,452.00

185

6. RECRUITING:

Please describe your recruiting programs:

SNAP-Ed Program: Reached out to SNAP-Ed eligible community members.

Office of Violence Prevention Program: Established relationship with internship coordinator at National University. Memorandum of Agreement (MOA) was established for Maternal, Child, and Family Health Services (MCFHS) to accept students for field placement experience from National University.

Chronic Disease and Health Equity Program:

- Volunteer was recruited through contact with the Graduate School of Public Health at San Diego State University. An email describing an internship opportunity assisting with the Community Transformation Grant Worksite Wellness intervention was distributed through the school server.

- Volunteer came to Nutrition Manager by word of mouth at San Diego State University MPH

7. SPECIAL VOLUNTEER PROGRAM ACTIVITIES/ACHIEVEMENTS:

Please describe any special activities and/or achievements your program was involved in during the period of this report:

SNAP-Ed Program: SNAP-Ed Registered Dietitian provided one half day training to volunteers (peer educators) as they will offer nutrition education class series designed to be taught using facilitated group discussions as well as small group activities in a fun and interactive manner.

Office of Violence Prevention: The student volunteer conducted evidence-based research on the efficacy and barriers of screening tools used in the healthcare setting for screening for intimate partner violence. The student volunteer prepared and developed educational Power Point presentation on the Affordable Care Act domestic violence screening mandate and evidence-based screening tools for the use in various healthcare settings.

Chronic Disease and Health Equity Program:

- Special activities included attending Leadership Team Meetings with leaders representing different sectors of public health within San Diego County and inclusion in employee social

8. VOLUNTEER PROGRAM GOALS FOR FISCAL YEAR 2014-15:

Please describe your program goals. Include activities, number of volunteers, recruitment, training, recognition and other goals:

SNAP-Ed Program: Increase better understanding of how nutrition services are integrated in community health care delivery

Office of Violence Prevention Program: Goals for FY 14-15 include recruiting 3-4 student volunteers/interns. These students will support various programmatic activities including conducting in-depth literature reviews and needs assessments, developing health education materials, assisting with program data tracking and reporting functions, contributing in enhancing and expanding community collaborations, and additional support as needed. Volunteers will be recruited primarily through existing relationships with San Diego State University and National University although independent inquiries for volunteer opportunities associated with other universities and schools do come in as well.

Chronic Disease and Health Equity Program:

- Program goals include: involvement of volunteers in additional projects that would provide valuable work experience; provide volunteers with networking opportunities with other Public Health Services staff working in the volunteer's field of interest; give volunteers exposure to all aspects of program administration, development, implementation, and evaluation; provide quality experience in the field of public health nutrition and chronic disease prevention for students.
- Recruit a minimum of 2 volunteers as needed. Maintain connections with academic institutions with public health programs to facilitate recruitment.

9. GENERAL INFORMATION:

Name of person completing report:	Jojo Monteclar		
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Volunteer Coordinator:	Saman Yaghmaee		
Phone: (619) 542-4133	Mail Stop: P578	E-Mail:	<u>saman.yaghmaee@sdcc</u>

10. DEPARTMENT CERTIFICATION:



DEPARTMENT HEAD SIGNATURE

7-29-14
DATE